

BOARD OF SUPERVISORS AGENDA ITEM SUMMARY

Requested Board Meeting Date: 6/17/14

ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS:

Low Bid: Award of Contract, Requisition No. 14000000000000281, CDW Government, LLC (Headquarters: Vernon Hills, IL) for Microsoft Equipment and Accessories to be provided in the annual amount of \$587,842.75. Contract is for a one-year term and includes four one-year renewal periods. The Award includes the authority for the Procurement Director to authorize renewals without further action by the Board of Supervisors provided that the renewal amount does not exceed the annual award amount. Funding Source: General Fund. Administering Department: Information Technology.

BACKGROUND

Pursuant with Pima County Procurement Code 11.12.010 and as requested by the Information Technology Department, Invitation for Bid #136681 was published in the legal newspaper of Pima County, posted to the Procurement Department Internet site and completed to establish an "as required" contract for Microsoft Equipment and Accessories. Notice of the solicitation was given directly to all vendors registered with Pima County for relevant commodities, researched and identified by the Procurement Contracts Officer, or provided by the Requesting Department of which none were classified as SBE.

Pursuant to the published solicitation terms the award is recommended to the responsive and responsible bidder that submitted the low bid.

Contract Officer: *Ana Wilber*, 520-724-8166, Procurement Department

Payment System: AMS Financial System

CLERK OF BOARD USE ONLY: BOS MTG. _____ ITEM NO. _____